



2009 SAWC Promotional Satellites

The cost to secure a Satellite Symposium ranges between \$26,500 and \$33,500. This cost will include the following: food and beverage for 125 attendees; audiovisual; room rental; honoraria (if applicable); attendee registration; satellite invitations; signage; on-site registration; and meeting management. Once satellites are confirmed, detailed information on your session as well as an invoice for 50% of the fee will be sent to you. Please do not remit your payment at this time. Upon confirmation, hosts are required to return all documents and fees needed by the requested date or the satellite may be given to another company. The completed form is due to HMP Communications immediately.

Select your preferred satellite time:

Tuesday Evening, September 15	6:00 PM – 7:30 PM
Wednesday Afternoon, September 16	12:10 PM – 1:40 PM
Thursday Morning, September 17	7:30 AM – 9:00 AM
Friday Morning, September 18	7:30 AM – 9:00 AM

Suggested Title of Satellite _____

Description: (Please supply a 2 to 3 sentence description of your suggested satellite topic. The subject matter may not change once the slot has been awarded.)

Faculty: (Please list suggested faculty/presenters with degree, title, and primary affiliation.)

Company Name: _____

Contact Person: _____

Mailing Address: _____

City: _____ State: _____ Zip: _____

Phone: _____ Fax: _____ Email: _____

Return to Attention of **Kristi Shelly**
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